



The following is presented to the City of Hallandale Beach to represent the scope of service(s) provided to nonprofit organizations who benefit from charitable donations given by the City. Mister Nonprofit Consultancy shall work with a minimum of six agencies and maximum of ten agencies during the 2010/2011 program cycle.

Modules are;

- **Organizational Assessment**
- **Strategic Planning**
- **Board Development & Retreat**
- **NPO Staff Development**



Scope of Services:

Organizational Assessment

- Conduct an organizational assessment which includes participation from key staff, board of directors and major stakeholders of NPO.
- Organizational assessment consists of a six page questionnaire that is utilized in addition to the one-on-one conversations/meetings with key staff, board of directors and major stakeholders.
- Organizational assessment will cover the following areas; Legal, Governance, Human Resources, Fundraising and Programs.
- A 2-3 page summary will be provided to the NPO.

Strategic Planning

- Based on assessment results, a 4-5 page strategic plan will be created to address the top three areas of developmental need.
- Key staff, board of directors and major stakeholders will play a role in the development and implementation of the plan.
- Strategic planning will include a S.W.O.T analysis. (Strengths, Weaknesses, Opportunities and Threats)



Scope of Services: (Continued)

Board Development & Retreat:

- **Conduct an eight hour Board retreat for organizational leadership and Board members**
- **Create Board of Directors recruitment and retention plan for each NPO**
- **Retreat to include; Team Building, Good Governance, Delivering Your Fraction of the Action, Roles & Responsibilities**

NPO Staff Development

- **Meet with NPO Executive Staff to provide one-on-one mentoring and personal development strategy.**
- **Strategy to include plan for continuing education**



Mister Nonprofit Consultancy will provide the afore mentioned service modules using the following investment structure per NPO;

- **Organizational Assessment - \$1,200**
- **Strategic Planning - \$1,200**
- **Board Development & Retreat - \$1,200**
- **NPO Staff Development - \$1,200**

Mister Nonprofit Consultancy will offer a quarterly “Boost Camp” free of charge to participating funded NPO’s and to all other NPO’s within the city of Hallandale Beach.

Mister Nonprofit Consultancy will also support participating NPO’s in the prospecting and submission of grant requests to local, regional and national funding institutions. It is anticipated that Fund Development and the diversification of funding streams will be a part of each NPO’s strategic plan.

The City of Hallandale Beach shall guarantee payment of \$48,000 to Mister Nonprofit Consultancy for services provided. Mister Nonprofit Consultancy may expand services to some participating NPO’s based on overall number of participating NPO’s.



Other Thoughts

- We suggest that the launch of the program begin with a reception at Hallandale Beach City Hall with the program being introduced by the City Manager, a City Commissioner and the Director of Human Services.
- Once participating NPO's are selected, the process will begin with the Organizational Assessment.
- Only those NPO's who are funded by the City, or those other NPO's as recognized by City Staff, shall participate in the program. Exception is that all Hallandale Beach NPO's may participate in quarterly Boost Camp training.
- A quarterly summary of results and status will be provided to the City of Hallandale Beach representing each participating NPO.
- The program is meant to last until the close of the 2010/2011 fiscal year.
- Mister Nonprofit Consultancy will remain hands-on with each of the NPO partners and serve as their continued resource/mentor during the program period. Readily available to assist with issues/topics outside of the topics mentioned in the scope of services.



Presented by:

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Tony Beall

President/CEO

Mister Nonprofit Consultancy

Tony Beall is personally committed to affecting positive change for nonprofit organizations by utilizing the skills developed from 23 years of organizational leadership experience. He has received numerous national and local awards; including a National Excellence Award from the Cystic Fibrosis Foundation and two time recipient of the American Express Chairman's Award for Quality. Tony has provided his time and talent to numerous nonprofit organizations that include; The Community Foundation of Broward, Cystic Fibrosis Foundation, National MS Society, Gay & Lesbian Community Center of South Florida, Rebuilding Together – Broward County, Fair Campaign Practices Committee of Broward County, Downtown Fort Lauderdale Transportation Management Association, Leadership Broward Foundation, Multiple Sclerosis Foundation, Leukemia & Lymphoma Society, AIDS Walk Chicago, The Riverwalk Trust, The Greater Fort Lauderdale Chamber of Commerce, Las Olas Association and the American Lung Association.

During his nonprofit career Tony has raised millions of dollars to further the mission and capacity building of nonprofit organizations. He utilizes fresh and cutting edge philosophies coupled with proven traditional approaches. Tony's stellar reputation is the result of an undeniable passion for nonprofits, proven creative strategies and uncompromising commitment to excellence.

